



# TOWN OF GRAFTON

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**MAR 24 2016**

**PLANNING BOARD  
GRAFTON, MA**

**TOWN ADMINISTRATOR**

March 24, 2016

Sargon Hanna  
Grafton Planning Board Chair  
Grafton Memorial Municipal Center  
30 Providence Road  
Grafton, MA 01519

RE: Request of Waivers

Dear Mr. Hanna:

The Town of Grafton is seeking Special Permit and Site Plan approval for the construction of Super Park at 4 & 6 Upton Street. The following is a list of waivers from the Planning Board's site plan review submission requirements and from the Board's Traffic Study requirement.

Site Plan Waiver Request: The Super Park Committee requests the following waivers from the Board's submission requirements:

**1.3.3.3.b.** All required fees; ***Waiver Requested.*** Super Park is a Town project and application fees would only be transferred from one town account to another. The peer review fee is also requested to be waived since the Conservation Commission retained Jeff Walsh with Graves Engineering to conduct a peer review of the application. Copies of Mr. Walsh's reports have been provided to the Planning Department for inclusion in the record.

**1.3.3.3.d.** A Site Plan prepared by a professional architect or registered professional engineer, at a scale of one inch equals forty feet (1" = 40'), or at such other scale as may be necessary to show all detail clearly and accurately. Sheet sizes shall not exceed twenty-four inches by thirty-six inches (24" x 36"), and shall not be less than eleven inches by seventeen inches (11" x 17"). If multiple sheets are used they shall be accompanied by an index sheet showing the entire parcel at an appropriate scale. If the plans submitted are 11" x 17" in size, a total of twenty-five (25) copies of the plans shall accompany the application. If the plans prepared exceed 11" x 17" in size, a total of five (5) copies of such plans and twenty (20) sets of reduced-size copies (11" x 17") shall be submitted. The Plan shall include the following information: ***Waiver Requested for the number of copies.*** The project has been reviewed by necessary departments prior to the submission to the Planning Board. Electronic copies of the plans were distributed through the Planning Department to other town departments and staff.

**1.3.3.3.d.(3)** Present use(s) of the land and description and use(s) of existing building(s) thereon, if any; ***Waiver Requested from the submission of an existing conditions plan.*** The property is forested and the preparation of an existing conditions plan would be an unnecessary cost.

**1.3.3.3.d.(11)** Ownership of all abutting land and approximate location of buildings, driveways, and parking areas thereon within a maximum distance of two hundred feet (200') of the property lines; ***Waiver Requested.*** *The submitted plans include the area of the proposed Super Park and the abutters to the development area. Given the overall size of the parcel and that nothing is proposed at this time and any future use would require further review and possibly Town Meeting approval.*

**1.3.3.3.d.(15)** Lot coverage calculations showing percentage of buildings, percentage of pavement, and percentage of open space/ landscaped areas; ***Waiver Requested.*** *The lot contains over 12 acres and the proposed development represents a minor portion. Since the property is Town owned and the majority remains open space with development only occurring with future review of the Planning Board and Conservation Commission, we are of the opinion that this information is not beneficial in the review of the project.*

**1.3.3.3.d.(16)** Parking calculations for proposed use(s), including all existing use(s) that will continue to exist on the property, if applicable; ***Waiver Requested:*** *The Off-Street Parking Schedule in Section 4.2.2 of the Zoning Bylaw for the use of "Recreational use available to the public, Restaurant" provides a calculation of 1 parking space for every 3 seats plus each employee maximum shift. Since there are no seats and no employees, the parking requirement for this facility is zero. Since this is a community facility 11 parking spaces are required. The plans do not include parking calculations because the requirement in 4.2.2 does not adequately address parking associated with the use of the property. Furthermore, there is an existing parking lot adjacent to Upton Street that provides public parking for the Library, Town Common, and Super Park if necessary.*

**1.3.3.3.d.(17)** Calculations of the volume of earth material to be removed or filled on the property, and delineation of the location(s) of such activity; ***Waiver Requested.*** *Earth movement activities are minimal and comprise of removing top soil and laying down gravel as a base for the roadway and play area, for the purpose of drainage. Material that is stockpiled in the existing parking lot will be removed from site by town personnel.*

**1.3.3.3.d.(24)** Sewage, refuse and other waste disposal; ***Waiver Requested.*** *At this time no restrooms are proposed as part of this project. The proximity of the library will allow patrons of the park to use existing town restrooms. Trash can receptacles will be placed in the park once it is constructed; however these are not permanent receptacles and will be positioned by town personnel. We are of the opinion that the placement of these on the site plan is not necessary.*

**1.3.3.3.e** A stormwater management hydrological study prepared in accordance with the Rules and Regulations Governing the Subdivision of Land: Grafton, Massachusetts (Sections 3.3.3.19 and 4.7.8). ***Waiver Requested.*** *The Conservation Commission reviewed the project in accordance with the Town of Grafton Storm water Bylaw. The "Cornell Model" that is used by the Conservation Commission differs from the storm water review standards used by the Planning Board by being a more conservative model. The "Cornell Model" estimates a higher rate and volume of runoff than the Planning Board Subdivision Rules and Regulations, hence is more conservative. The Committee requests a waiver from the review of storm water in accordance with the Subdivision Rules and Regulations because of the higher standard the Commission holds projects to in accommodating runoff.*

**1.3.3.3.f.** Written Report on A report, if applicable, showing calculations of the volume of earth material to be removed from or delivered to the site, including a description of such removal or fill activity. Depending upon the volume of material to be removed or filled, the Planning Board may require the Applicant to submit additional information (if not submitted in the report) regarding, but not limited to, the following: the hours of fill/removal activity; proposed route(s) of transporting materials to and from the site; and measures for dust and erosion control (both on- and off-site) for the proposed activity. ***Waiver Requested.** As stated earlier, the Committee requests a waiver from calculating earth movement. Since the work will be done by the Town, earth work will occur during the typical work day of DPW personnel. The Committee supports the use of the Planning Board's typical construction period limitations with the exception of the installation of play equipment. Since the volumes of earth to be removed from the site will not be large, the Committee does not believe that it is necessary to require trucking route limitations for this project. Erosion and dust control is being overseen by the Conservation Commission staff and is referenced in their Order of Conditions.*

#### Additional Waiver Requests

ZBL Section 8.2 Traffic Study Required: A waiver is requested pursuant to Section 8.2.1 from the preparation and submission of a traffic study. Super Park requires Special Permit and Site Plan Approval from the Planning Board. Section 8.2.1 requires a traffic study for special permit/site plan approval uses. Four out of 5 members of the Planning Board may waive this requirement.

As stated by the Town Planner at the March 14<sup>th</sup> public hearing, and as stated in the attached email from Jeff Walsh with Graves Engineering, we believe that a traffic study is not warranted.

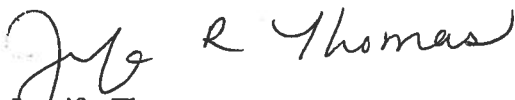
The Committee's narrative included information regarding distance from the existing library driveway and from the crosswalk at the intersection of Upton Street with South Street. The narrative also stated there is over 600 feet of sight distance available at the driveway location looking east bound. The proximity of the rail road tracks also serves to reduce speed in the vicinity of the project similar to a speed bump. The Committee is of the opinion that the driveway location is in a location that enables safe access and egress from the site.

The Committee anticipates that the use of the park will be outside of the morning commute hours and have a minimal impact to evening commute areas. Use of the park will also occur days that weather is moderate and not during periods of rain or snow. This will reduce any concern that weather conditions would contribute to traffic issues. Also the park will be posted as being open dawn until dusk; further reducing the times that traffic will be entering and exiting the site.

The Committee concurs with Mr. Walsh's opinion that traffic associated with the Super Park will have a negligible impact on Upton Street or the Town Common.

Thank you for your consideration in granting the above requested waivers.

Sincerely,



Jennifer Thomas  
Super Park Committee Chair